



**Nursing Care Quality Assurance Commission
Minutes
Business meeting
July 15, 2005
8:30AM – 4:00PM
Department of Health
310 Israel Rd SE, Room 152/153
Tumwater, WA 98502**

Commission Members: Dr. Judith D. Personett, EdD, RN, Chair
Jacqueline Rowe, RN, Co-Chair
Karen Brewer, Public Member
Richard Cooley, LPN
Rev. Ezra Kinlow, Public Member
Roberta Schott, LPN
Marlene Wells, LPN
Mariann Williams, RN, MPH, ARNP
Susan Wong, MBA, MPA, RN

Assistant Attorney General: Pam Anderson, Assistant Attorney General
Gail Yu, Assistant Attorney General

Staff: Paula R. Meyer, RN, MSN, Executive Director
Connie Fraser, Secretary
Usrah Claar-Rice, RN, MSN, Nursing Education Manager
Chuck Cumiskey, RN, MBA, Nurse Practice Manager
Mary Dale, Health Service Consultant
Trent Kelly, Supervising Staff attorney
Kendra Pitzler, Health Service Consultant
Terry West, Health Service Consultant

1. Dr. Judith D. Personett, Chair, Nursing Care Quality Assurance Commission (NCQAC) opened the meeting at 8:37 AM on July 15, 2005.

- Call to Order
- Introductions
- Order of Agenda
- Correspondence
- Announcements

DISCUSSION: Dr. Martha Herriott is moving to Alaska and has resigned her appointment. A request to the Governor to appoint an ARNP member has been made.

2. Consent Agenda—DISCUSSION/ACTION

Items listed under the consent agenda are considered to be routine agency matters and will be approved by a single motion of the Commission without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.

- Approval of minutes
 - Nursing Care Quality Assurance Commission (NCQAC) business meeting minutes
 - March 10 - 11, 2005
 - April 19, 2005
 - Nursing Care Quality Assurance Commission disciplinary hearing minutes
 - Nursing Program Approval Panel (NPAP) minutes
 - January 27, 2005
 - February 8, 2005
 - March 1, 2005
 - March 24, 2005
 - Subcommittee minutes
 - Education Subcommittee minutes
 - January 25, 2005
 - Disciplinary Subcommittee minutes
 - Practice Subcommittee minutes
 - April 13, 2005
 - National Council of State Boards of Nursing correspondence

ACTION: A motion was made and passed to approve the consent agenda.

3. **Chair Report — Dr. Judith D. Personett - DISCUSSION/ACTION**

- Dr. Personett will report on her attendance at the National Council of State Boards of Nursing midyear meeting and the Council on Nursing Education meetings. The National Council of State Boards of Nursing (NCSBN) midyear meeting was held in Chicago March 21 – 23, 2005. The Council on Nursing Educators of Washington State (CNEWS) meeting was held in Spokane on April 14, 15, 2005.

DISCUSSION: Dr. Personett and Jackie Rowe attended The NCSBN midyear meeting was held in Chicago, March 21 – 23, 2005.

The focus of the meeting was nursing education and role of Boards. The book, "The Will to Govern Well," by Glenn H. Tecker, was presented to each Board. The NCQAC is in compliance with principles presented in the book.

Many states are working on continued competency. There was a wonderful exchange of ideas trying to determine what the best and most cost effective way to implement with continued competency, and not just continued education

DISCUSSION: The Council on Nursing Educators of Washington State (CNEWS) meeting was held in Spokane on April 14-15, 2005. Dr. Personett and Usrah Claar-Rice were among more than fifty nursing educators attending.

Usrah Claar-Rice, Education Manager of the NCQAC attended the CNEWS meeting as well as Dr. Personett.

4. **A. Executive Director Report – Paula Meyer - DISCUSSION/ACTION**

- Every January and July the NCQAC reviews the operating agreement between the Department of Health (DOH) and the NCQAC. An update on the strategic plans will be given to the NCQAC by each subcommittee chair.
 - NCQAC – Paula Meyer

- Practice Subcommittee – Dr. Judith Personett
- Education subcommittee – Mariann Williams
- Discipline subcommittee – Jackie Rowe

DISCUSSION: The Nursing Commission discussed strategic plans and budgetary status. It was decided that the strategic plan will be discussed at the November workshop.

- Ms. Meyer will provide a report on the NCQAC budget as well as Health Professions Quality Assurance. A power point presentation on the budget and fees are included in the NCQAC packets.

Health professions met their budgetary restrictions for the biennium ending June 30, 2005.

The joint meeting of the Nursing Commission and Oregon State Board of Nursing is scheduled for September 22, 2005 in Vancouver, Washington at the Red Lion Inn at Salmon Creek.

It was announced that Dr. Personett is on the ballot nomination for NCSBN Area I Board of Directors position. Elections will be held at the NCSBN Annual Meeting in Washington, DC, in August.

Roberta Schott was recognized for her term with the NCQAC ending June 30, 2005 and for her work with LPN's in Washington State. She will continue in her current capacity until another LPN is appointed by the governor.

- Ms. Meyer will provide an overview of the legislative implementation plans for the NCQAC members, Advanced Registered Nurse Practitioner, Student Health Services K-12 and the Nursing Center.

DISCUSSION: There will be a \$5 surcharge that would be dedicated to a nursing resource center. By contract, the nursing center will be performing certain services to the Department of Health. The definition of nursing pool was described as a business that employs people to work in an agency.

The purpose and goals of the nursing center are listed in the Legislation implementing the center. The legislation reads that grants will be awarded to a non-profit nursing center. The Washington Center for Nursing is required to provide annual reports to the Legislature. The DOH will be granting the money from a \$5 surcharge on all applications and renewals for RNs and LPNs. .

ARNP Joint Practice Agreement Legislation goes into effect July 24, 2005. The legislation removes the requirement for a joint practice agreement with a physician when prescribing schedules II-IV medications.

ACTION: It was moved and seconded that Dr. Personett help review and provide input to the contract language between the DOH and a center for nursing.

- Rep. Eileen Cody has invited Paula Meyer to attend a meeting in Calgary, Alberta, Canada on June 29, 2005. Ms. Meyer will provide information on the nursing shortage.

DISCUSSION: Ms. Meyer attended the Reforming States Workgroup meeting in Calgary, Alberta, Canada. on June 29, 2005 regarding nursing shortages. In most of the Canadian

provinces, nurses are employees of the province. These provinces have adopted a primary care model based on their population needs.

- Trent Kelly will provide information on the Investigator Summit that they attended May 23 - 25, 2005 in Denver, Colorado.

DISCUSSION: Trent Kelly and Debra Evans attended the NCSBN Investigator and Staff Attorney Summit on May 23-25, 2005 in Denver, Colorado. Mr. Kelly attended and was a presenter. One of the presentations discussed the use of criminal background checks with licensure. In WA, criminal background checks are limited to Washington State Patrol Data, and not checked nationally.

- Ms. Meyer will explain the delegation of signature authority for statement of charges that has been granted to Mary Dale, Nursing Discipline Manager.

ACTION: A motion was made and passed that signature authority be granted to Mary Dale and Margaret Gilbert.

- Information will be provided on the Board and Commission Leadership Forum to be held at the Department of Health on September 12, 2005. The Board, Commission, Committee annual workshop will be held at Center Pointe in Kent on September 23, 2005.

DISCUSSION: The Board Commission Committee Conference is scheduled for September 23, 2005 at Center Point in Kent. A Board/Committee Leadership Conference is scheduled September 12, 2005 in Tumwater where Governor Gregoire is scheduled to speak.

B. AAG report – Pam Anderson, AAG – DISCUSSION

Pam Anderson will provide updates to the commission members from the AG's office.

DISCUSSION: Karen Jensen presented the results of a work group on sanction guidelines and consistencies in cases.

5. Discussion items - DISCUSSION/ACTION

If items are selected for action and a task force assigned, the group will meet once, complete the charter and then come to the next meeting for decision to proceed.

6. Nursing Care Quality Assurance Commission Newsletter Report – Terry West – DISCUSSION

Ms. West will present an update on the progress of the newsletter.

DISCUSSION: Terry West indicated that there are still legal concerns such as the use of and limitation on advertisements and release of addresses to a third party. She will be meeting with Gail Yu, AAG, and will report back in September on the progress.

7. Rules update – Kendra Pitzler – DISCUSSION/ACTION

- A.** Ms. Pitzler will provide an update to the commission on the Nursing definition and licensing rules.

DISCUSSION: Kendra Pitzler provided an update on the nursing definition and licensing rules. She indicated there's no limitation on the number of examinations a person can take.

Ms. Meyer indicated that according to the NCSBN, most people who were unsuccessful on their first attempt to pass the exam are successful on their second attempt.

Currently, if an applicant is not successful after three attempts, the NCQAC requires the applicant take an approved program before the fourth attempt.

- B.** Ms. Pitzler will discuss a request to re-open the Education rules, WAC 246-840-570 (5) – Kendra Pitzler – DISCUSSION/ACTION

ACTION: An appeal to open the nursing education rules was received and considered. A motion was made and passed not to open the rules. The NCQAC directed the Nursing Education Manager to work with schools asking for exceptions to develop a plan to meet the current rules. The plans will then be presented to the Nursing Program Approval Panels for approval.

8. Licensed Practical Nurses and Military Training – Paula Meyer, Dr. Judith Personett, Mariann Williams - DISCUSSION

Ms. Meyer will provide an update to the commission. Ms. Ellen Rosbach has completed the Airforce training comparison and copies are available by calling the commission office at (360) 236-4713.

ACTION: A motion was made and passed to adopt Ms. Ellen Rosbach's Airforce Training Comparison Report.

9. Out of State travel plans – Paula Meyer – DISCUSSION/ACTION

Ms. Meyer will review the travel policy and the trips allowed for this next year.

- The Council of Licensure, Enforcement and Regulation (CLEAR), September 15-17, 2005, Phoenix, Arizona
- Federation of Associations of Regulatory Boards (FARB), October 14-16, 2005, Palm Beach, Florida
- National Council of State Boards of Nursing (NCSBN) Annual Meeting, August 2-5, 2005, Washington D.C.
- NCSBN Mid-Year Meeting, March 13-15, 2005
- Citizen Advocacy Center (CAC), November 3-5, 2005, Denver, Colorado
- Investigator Summit

ACTION: A motion was made and passed that the proposed travel plan be accepted.

10. Nomination of officers – Dr. Judith Personett – DISCUSSION/ACTION

At the May NCQAC meeting Dr. Judith Personett appointed the nominating committee. The committee met and agreed on the following members to run for the office of Chair and Vice Chair of the NCQAC for the next two years. The new positions will begin their terms at the September meeting. A ballot is included in the packet to cast your vote and submit the ballots to the staff at the July 15 NCQAC meeting. The ballots will be counted and will be available for review at that meeting.

ACTION: Ms. Rowe was elected as chair for the moment by acclamation. After tallying the hand ballots, Dr. Personett was re-elected as Chair of the Nursing Commission and Ms. Rowe as the Vice Chair.

11:00 AM to 11:30 AM Executive Session if needed

The Executive Session is that part of a regular or special meeting that is closed to the public.

There was no executive session.

LUNCH

1:00PM–OPEN MIKE

Open mike is for public presentation of issues to the Nursing commission. If the public has issues regarding disciplinary cases, please call: 360-236-4727.

11. Practice Subcommittee - Dr. Judith Personett - DISCUSSION/ACTION

- LPN IV Therapy Taskforce update

DISCUSSION: No discussion occurred regarding LPN IV Therapy Taskforce

- Procedural Sedation Taskforce update

DISCUSSION: Rick Cooley gave a presentation on procedural sedation background indicating it's beyond the scope of practice for LPN to provide procedural sedation. This is a complex task and is not within the scope of LPN.

ACTION: A motion was made and seconded that the procedural sedation position statement as presented by Rick Cooley be accepted. The motion passed with a majority and two opposing.

- Update on consortium group work addressing quality assurance with Medication Assistance in Assisted Living Facilities and other community settings.

DISCUSSION: Chuck Cumiskey presented the results of the consortium group's efforts in the area of assisted living and community settings. The group is working to improve patient safety by improving education in the area of medication assistance.

12. Education Subcommittee – Mariann Williams - DISCUSSION /ACTION

- Review the complaint procedure
- Discuss the Education WAC's

DISCUSSION: Mariann Williams reported that the complaint procedure documents are in draft form.

ACTION: A motion was made and passed to accept the procedure regarding how the commission is to deal with complaints against schools of nursing.

13. Discipline Subcommittee - Jackie Rowe – DISCUSSION/ACTION

- An update will be given on the revised disciplinary policies and procedures.

DISCUSSION: Due to language in the DOH collective bargaining agreement and the structure of our state government, some of the NCQAC policies are now called procedures. The NCQAC reviewed each of their policies and procedures to determine that they have the correct nomenclature.

ACTION: There was a motion on the floor to take a friendly amendment to adopt the changes as presented. The titles of policies that direct the NCQAC work remain policies, and those that direct staff work were changed to procedures.

14. Closing

Judy Personett adjourned the meeting at 3:30 PM, July 15, 2005.